

**MINUTES OF THE MEETING OF THE HEALTH AND WELLBEING BOARD HELD AT THE  
COUNCIL OFFICES, STATION ROAD, WIGSTON ON TUESDAY, 15 AUGUST 2017  
COMMENCING AT 1.30 PM**

**PRESENT**

Councillor J Kaufman (Chair)

**COUNCILLORS**

G A Boulter

**OFFICERS IN ATTENDANCE**

T Cawthorne	(Environmental Health Officer)
Mrs A Lennox MBE	(Health and Leisure Services Manager)
K Radford	(Physical Activity Coordinator)
Miss M Whittingham	(Sports Development Assistance - Legacy Maker)

**OTHERS IN ATTENDANCE**

James Naylor	(Parklands Leisure Centre – SLM Contract Manager)
Dave Cliffe	(Voluntary Action Group)
Sharon Aiken	(Leicestershire County Council)
Amy Daniels	(First Contact Plus)
PC Archer	(Leicestershire Police)
Sam Gisborne	(Alzheimer's Society)
Lesley Green	(Oadby Trinity Church)
Claire Bradshaw	(LCC Libraries)

**1. WELCOME**

The Chair, Cllr Jeffrey Kaufman, welcomed attendees to the meeting. This is the first health themed meeting of 2017/18 with a focus on Dementia and Mental Health.

**2. APOLOGIES FOR ABSENCE**

Cllr Anne Bond, Cllr Dr T Khong, Cllr Helen Loydall, Cllr J W Boyce, Debbie Preston, Dr Varakantam, Joy Husband, Julia Leadbetter, Lesley Thornton, Liz Bray, Sharon Rose, Suzanne Lucas

**3. MINUTES OF THE PREVIOUS MEETING HELD ON 04 APRIL 2017**

Three actions were identified from the April 2017 meeting, as follows:

No. 31a Locality Leadership meeting. The original date had to be changed. Awaiting new date.

No. 31c Mike Sands, joint health and wellbeing strategy, delivery plan. Confirmation that this was paused pending developments in relation to the sustainability and transformation plans (STPs) and the STP governance structure. The delivery plan will be worked up over the next couple of months, then Mike will provide an update.

No. 32b O&W HWBB priorities. These have now been finalised

#### **4. 2017 AIR QUALITY ANNUAL STATUS REPORT (TONY CAWTHORNE)**

Tony Cawthorne (OWBC Environmental Health Officer) provided an overview of the 2017 Air Quality report.

The report forms part of the statutory duties relating to Local Air Quality Management (LAQM) under Part IV of the Environment Act 1995 and the requirements to achieve the Air Quality Objective (AQO) concentrations. It aims to report on the implementation of local air quality management strategies and to report on progress in reviewing and maintaining ambient pollutant concentrations below the AQOs.

The first round of review and assessments of air quality for Oadby and Wigston Borough Council resulted in four Air Quality Management Areas (AQMA's) being declared based on modelling data for nitrogen dioxide concentrations in 2002. Following several years of passive diffusion tube monitoring data all four of the AQMA's were revoked in April 2008. Since the previous Updating and Screening Assessment 2016 (USA) there have been no developments in the Borough which could have a significant impact on air quality. Therefore it is not necessary to conduct a detailed assessment relating to any new sources of pollution.

The latest monitoring data shows that the AQOs for all of the air quality strategy pollutants are not likely to be exceeded in areas across the Borough during 2017. No NO<sub>2</sub> concentrations were exceeded at a relevant receptor between 2012 and 2016. The long term trend of nitrogen dioxide concentrations between 2003 and 2016 showed a gradual reduction in concentrations at all monitoring locations although this now appears to have plateaued. The Council been advised by DEFRA that the air quality objectives are to be looked at in more detail and additional monitoring is being undertaken.

The 2014 Progress Report stated that four of the monitoring points would be removed due to nine years of consistently low levels of NO<sub>2</sub>. These were removed in June 2013 and are no longer reported on although the data still remains in some of the tables and graphs within this report.

#### **5. CONSULTATION & ENDORSEMENT OF THE LEICESTER/SHIRE AND RUTLAND SPORT'S PHYSICAL ACTIVITY & SPORTS STRATEGY 2017-2021**

Avril Lennox forwarded a copy of the Leicester-Shire & Rutland Sport (LRS) Physical Activity & Sport Strategy 2017- 2021, together with a copy of the briefing paper to all Board Members/attendees in advance of the meeting for consideration.

LRS is the County Sport Partnership for Leicestershire, Leicester and Rutland. They act as the delivery system for the development of sport and physical activity at a county level, working across the sporting landscape, actively supporting partners to increase participation in sport and physical activity.

Oadby and Wigston Borough Council and the locality have worked in partnership with LRS over many years, drawing down funding and utilising their networks and expertise for the benefit of local residents.

LRS has consulted widely with key partners in order to produce this new joint partnership strategy. This includes all county-wide Local Authorities, Local Sports Alliances, School Sports Partnerships as well as a range of groups, organisations and individuals.

This strategy aims to act as an effective way of demonstrating local strategic direction and intentions, based on feedback received. The strategy therefore provides a framework for local action and acts to support local and national funding bids to support the delivery of the vision, outcomes and ambitions identified.

The Oadby & Wigston Borough Council Leisure Team confirms its endorsement of the strategy, which we will use to shape our work across the borough, to increase participation rates and improve the health and wellbeing of local residents.

LRS intends to gain final adoption of the Strategy at the Leicester-Shire and Rutland Sport Board meeting on 6 October 2017, with a formal strategy launch on 2 November 2017 at the LRS Conference. In the meantime LRS aims to engage local key Members, Officers and colleagues in endorsing the LRS partnership-wide strategy.

A number of positive comments were received during the Oadby & Wigston Health & Wellbeing Board meeting. All confirmed their endorsement of the strategy.

The Chair, Councillor Jeffrey Kaufman, confirmed the Board's support and endorsement of the strategy.

AL to provide LRS with confirmation of the Boards endorsement.

## **6. OADBY & WIGSTON PRIORITY 1 - DEMENTIA / MENTAL HEALTH**

Two updates were provided about current work taking place from groups already addressing this priority area of work:

- The Local Sports Alliance: James Naylor, Everyone Active, confirmed details of the planned Health & Wellbeing event which will be hosted at Parklands Leisure Centre (12 November 2017). This is being driven forwards by the LSA sub-group led by Haseeb Ahmad. In order to apply for external funding there is a need to gain insight, therefore this event will act as a consultation opportunity as well as provide information and fun activities to improve residents mental health and wellbeing. However it is important to note that other organisations not already engaged with the Local Sport Alliance are being encouraged to get involved and get the message out.
- Community Development Group: Dave Cliffe from Voluntary Action provided an update about the Oadby & Wigston and Blaby District Mental Health Forum which formed in September 2016. It aims to bring partner organisations together; map information on local wellbeing/mental health initiatives; encourage and disseminate good practice; develop a befriending service; and support project delivery.

The group meets once every two months. They are currently looking at practical steps to take the group forwards e.g. wellbeing cafés and then roll out across the borough.

Following the updates, meeting attendees were split into two groups to provide an opportunity to discuss how we can better work together to help our residents and whether something like a locality alliance option is one opportunity to work better, and thus gain access to funding.

## **Summary of findings:**

**Q1.** How can our local group of health professionals, officers and service providers work together for the benefit of Oadby and Wigston residents?

- Constituted group – draw down funding
- Mapping of information – low key groups/charities
- Encouraging low key groups to have the confidence to promote what they offer
- Monthly meetings via Facebook for people who cannot attend meetings (Facebook page).
- Online forums – include talking points, post threads for those who can't go to these meetings.
- Providing opportunities for the public to befriend/volunteer vulnerable people
- Utilise the 'Healthier in Mind' survey (Leicestershire Partnership Trust) for Mental Health, with their valuable data and feedback, could incorporate into our objectives and outcomes.
- Hard to have a central outcome
- Raising awareness of what's happening locally
- Herbert Protocol – West Yorkshire Police for link for form to put on the website
- First contact plus – can we put a page about this on our website?
- Dementia Action Alliance – look to set this up
- Keeping information up to date

**Q2.** What support/action is needed to achieve the above?

- Creating a guide for 'how to set up a constituted group' guide, for those looking to develop their groups further and to support more local groups bid for funding to achieve outcomes.
- Finding the target group in the first place
- Find out what's going on in the borough and county, sharing information. Come to some form of agreement to enable organisations to share certain information with certain partners.
- More GP Referral – tap into the support staff in the surgeries; see if they are a better contact.

**Q3.** How will this action be measured?

- By number of participants / attendances
- Case studies which also confirm the health benefits achieved

Following the group discussions and feedback, it was identified that Dave Cliffe, Kane Radford and Avril Lennox would meet to take forwards the above information and look at how the current Mental Health Forum might work towards a formally constituted group.

## **7. ANY OTHER BUSINESS**

PC Archer from Wigston Police provided the following information about the Herbert Protocol. The Herbert Protocol is a national scheme being introduced by West Yorkshire Police and other agencies which encourages carers to compile useful information which could be used in the event of a vulnerable person going missing.

Carers, family members and friends can complete in advance, a form recording all vital details, such as medication required, mobile numbers, places previously located, a photograph etc. In the event of your family member or friend going missing, the form can be easily sent or handed to the police to reduce the time taken in gathering this information.

Another scheme is Message in a bottle. This is a helpful for anyone who is elderly, disabled or who lives with dementia, diabetes, asthma, epilepsy or any condition that may cause loss of consciousness or memory. In the case of an emergency the attending medics will instantly recognise you have a medical condition from the green cross on a white square sticker on your front door. They will also know that in your fridge you will have put a bottle containing a sheet of paper detailing your condition, medication and doses, doctor, next of kin.



#### First Contact Plus:

Recent developments over the last few months, working with a number of organisations. There are 8 themed areas, which can be accessed on the website. The age group is now 16+ (not 18). Early intervention is the key, keeping people in their homes longer. Individuals can be referred in for benefits; some who may be isolated may be referred to the inclusion support services.

The Richmond Fellowship has been awarded the contract for the Mental Health Hubs for Oadby and Wigston and the Alzheimer Association has been awarded the contract for Dementia Services.

LCC & CCGs re/recovery. The mental health service starts on 2 October 2017. This will provide 1:1 and group support.

Cllr Anne Bond submitted the following AOB item:

This concerns the number of GP appointments missed.

AL confirmed that whilst the Oadby and Wigston Health & Wellbeing Board is not able to influence the appointment systems at local surgeries or influence attendance by residents, one of the key area identified by the Oadby and Wigston HWBB during 2016/17 was the need to help Public Health reduce the number of admissions to hospital. All will be aware of last winter's crisis experienced at many hospitals, including Leicester, where low-risk patients were clogging up A&E departments.

We aim to do this by helping to educate local people to seek help early rather than late; as a first point of contact by using the 111 helpline; using the Walk in Centres; or taking advice from their local pharmacist.

As well as supporting people to avoid ill health through prevention, intervention e.g. promotion of healthy lifestyles. It was noted that we all should be working towards

encouraging a healthier community, where communities and individuals help themselves.

In addition, and in preparation for winter, the HWBB aims to encourage more residents to take up the free flu jab and other preventative measures by using a range of communication methods to get the message out. All board members will therefore be encourage to use their networks to get the message out.

**8. FUTURE MEETINGS**

The next meeting of the O&W HWBB will be on Wednesday 11 October 2017.

**THE MEETING CLOSED AT 3.30 PM**



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**Chair**  
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**Wednesday, 11 October 2017**  
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